



Transnet Freight Rail
an Operating Division of
TRANSNET LIMITED
(Registration No. 1990/000900/06)

REQUEST FOR QUOTATION

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

ISSUE DATE : 01 FEBRUARY 2012
CLOSING DATE : 28 FEBRUARY 2012
CLOSING TIME : 10H00
OPTION DATE : 31 MAY 2012

**Please note that late responses and those delivered or posted
to the incorrect address will be disqualified.**

Respondent's Signature

1

Date and Company Stamp



RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

SCHEDULE OF DOCUMENTS

Section

- 1. Notice to Bidders**
- 2. Background, Overview and Scope of Requirements**
- 3. Quotation Form**
- 4. Resolution of Board of Directors (Respondent's Representative)**
- 5. Certificate of Acquaintance with Documents**
- 6. Pricing and Delivery Schedule**
- 7. General Tender Conditions (CSS5 – Goods)**
- 8. Standard Terms and Conditions of Contract (US7 - Goods)**
- 9. Suppliers Code of Conduct**
- 10. Non-Disclosure Agreement**
- 11. Supplier declaration form**

Respondent's Signature

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Date and Company Stamp



SECTION 1

RFQ NUMBER ERACSG398 - 8283

FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID, FOR A PERIOD OF 24 MONTHS (2 YEAR'S)

NOTICE TO BIDDERS

1. Quotations are requested from selected persons, companies, close corporations or enterprises (hereinafter referred to as the "**Respondent(s)**") to supply the above-mentioned requirement to Transnet.

On or after **01 February 2012** the documents may be inspected at, and are obtainable from the office of Transnet Tender Advice centre, Inyanda House 1, Ground Floor, 21 Wellington Road, Parktown, Johannesburg. A non-refundable Quotation fee of **R200.00** (Inclusive of VAT) is applicable per quotation. Payment is to be made to Transnet Freight Rail, Standard Bank Account number 203158598, Branch Code, 004805. The deposit slip must reflect **ERACSG398-8283** and the Company Name. Receipts to be presented prior to collection of the documents to be collected until **27 February 2012** before **15h00**.

Any additional information or clarification will be faxed or emailed to all potential Respondents, if necessary.

2. A formal briefing session will not be held but should Respondents have specific queries they should email these to the Transnet employee(s) indicated below:

Name : Sophie Goldstone
Division : Transnet Freight Rail (Supply Chain Services)
Email : Sophie.Goldstone@transnet.net

In the interest of fairness and transparency the said information will then be made available to the other Respondents who have collected documents. For this purpose all Respondents need to indicate their intention to respond by informing the above-mentioned Transnet employee (per email only) of their contact numbers as soon as possible but before the closing date which is **28 February 2012**

3. Quotations **in DUPLICATE** must reach The Secretary, Transnet Acquisition Council, before the closing hour on the date shown below, and must be enclosed in a sealed envelope which must have inscribed on the outside:

Respondent's Signature

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Date and Company Stamp



RFQ No	: ERACSG398 - 8283
Description	: Supply and delivery of Ration Packs at Vryheid
Closing date and time	: 28 February 2012 at 10h00
Closing address (refer options paragraph 4 below)	

4. DELIVERY INSTRUCTIONS FOR THIS RFQ

- 4.1 **If posted**, the envelope must be addressed to The Secretary, Transnet Freight Rail Acquisition Council, and P.O. Box 4244, Johannesburg 2000 and must be dispatched in time for sorting by the Post Office to reach the Secretary before the closing time of the RFQ. In the event of the late receipt of a Quotation, the Respondent's franking machine impression will not be accepted as proof that the response was posted in time.
- 4.2 **If delivered by hand**, the envelope is to be deposited in Transnet Acquisition Council tender box which is located in the foyer on the ground floor, Inyanda House 1, 21 Wellington Road, Parktown, Johannesburg and addressed as follows:

THE SECRETARY TRANSNET ACQUISITION COUNCIL GROUND FLOOR TENDER BOX INYANDA HOUSE 1 21 WELLINGTON ROAD PARKTOWN JOHANNESBURG 2001

The measurements of the "tender slot" are 500mm wide x 100mm high, and Respondents must please ensure that response documents or files are not larger than the above dimensions. Responses which are too bulky (i.e. more than 100mm thick) must be split into two or more files, and placed in separate envelopes.

It should also be noted that the above tender box is located at the main entrance and is accessible to the public 24 hours per day, 7 days a week.

- 4.3 **If dispatched by courier**, the envelope must be addressed as follows and delivered to The Secretary, Transnet Acquisition Freight Rail and a signature obtained from that Office.

THE SECRETARY TRANSNET ACQUISITION COUNCIL INYANDA HOUSE 1 21 WELLINGTON ROAD PARKTOWN JOHANNESBURG 2001



5. Please note that this RFQ closes punctually **at 10:00 on Tuesday 28 February 2012.**
6. If responses are not posted or delivered as stipulated herein, such responses will not be considered and will be treated as "UNRESPONSIVE".
7. NO EMAIL OR FACSIMILE RESPONSES WILL BE CONSIDERED.
8. The responses to this RFQ will be opened as soon as practicable after the expiry of the time advertised for receiving them.
9. TRANSNET shall not, at the opening of responses, disclose to any other company any confidential details pertaining to the Quotations / information received, i.e. pricing, delivery, etc. The names and location of the Respondents will, however, be divulged to other Respondents upon request.
10. Envelopes must not contain documents relating to any RFQ other than that shown on the envelope. All envelopes must reflect the return address of the respondent on the reverse side
11. No slips are to be attached to the response documents. Any additional conditions must be embodied in an accompanying letter. Subject only to clause 22 (ALTERATIONS MADE BY THE RESPONDENT TO RFQ PRICES) of the General RFQ Conditions, alterations, additions or deletions must not be made by the Respondent to the actual RFQ documents.
12. **BROAD-BASED BLACK ECONOMIC EMPOWERMENT ("BBBEE")**

TRANSNET fully endorses and supports the South African Government's Broad-Based Black Economic Empowerment Programme and it is strongly of the opinion that all business enterprises have an equal obligation to redress the imbalances of the past. TRANSNET would therefore prefer to do business with business enterprises who share these same values and who are prepared to contribute to meaningful BBBEE initiatives (including and not limited to enterprise development, subcontracting and Joint Ventures) as part of their tender response.

Transnet would accordingly allow a "preference" in accordance with the 10% preference system, as per the Preferential Procurement Policy Framework Act 5 of 2000 (as amended) to companies who provide a BBBEE accreditation Certificate. All procurement and disposal transactions in excess of R30000 will be evaluated accordingly. All transactions below R 30,000 will as far as possible be earmarked for EME's.

TRANSNET consequently urges Respondents (Large enterprises and QSE's – see below) to have themselves duly accredited by any one of the Accreditation Agencies **approved** by SANAS (South African National Accreditation System, under the auspices of the DTI).

In terms of Government Gazette No. 32467, Notice No. 810 dated 31 July 2009, as from 1 February 2010 only BBBEE certificates issued by Accredited Verification Agencies of Verification Agencies that are in possession of a valid pre-assessment letter from South African National Accreditation System will be valid.

However accreditation certificates issued by non-accredited verification agencies before 01 February 2010 and which are still within their one (1) year validity period will still be acceptable, until their expiry date provided that the accreditation was done in accordance with the latest codes (i.e. those promulgated on 9 February 2007).

BBBEE Accreditation Certificates issued after the published date i.e. 01 February 2010, by a Verification Agency not approved by SANAS, will NOT be acceptable as from 01 February 2010.

Enterprises will be rated by such Accreditation Agencies based on the following:



- (a) **Large Enterprises (i.e. annual turnover >R35 million):**
 - Rating level based on all 7 (seven) elements of the BBBEE scorecard
 - Enterprises to provide BBBEE certificate and detailed scorecard (to be renewed annually)
- (b) **Qualifying Small Enterprises – QSE (i.e. annual turnover >R5 million but <R35 million):**
 - Rating based on any 4 (four) of the elements of the BBBEE scorecard
 - Enterprises to provide BBBEE certificate and detailed scorecard (to be renewed annually)
- (c) **Exempted Micro Enterprises – EME (i.e. annual turnover <R5m are exempted from being rated or verified):**
 - Automatic BBBEE Level 4 rating, irrespective of race ownership, i.e. 100% BBBEE recognition
 - Black ownership >50% or Black Women ownership >30% automatically qualify as Level 3 BBBEE rating, i.e. 110% BBBEE recognition
 - EME’s should provide documentary proof of annual turnover (i.e. audited financials) plus proof of Black ownership if Black ownership >50% or Black Women ownership >30% (to be renewed annually) from their Auditors / Accounting Officers

In addition to the above, Respondents who wish to enter into a Joint Venture (JV) or subcontract portions of the contract to BBBEE companies must state in their Tenders / Proposals the percentage of the total contract value which would be allocated to such BBBEE companies, should they be successful in being awarded any business. A rating certificate in respect of such BBBEE JV-partners and/or sub-contractors, as well as a breakdown of the distribution of the aforementioned percentage allocation must also be furnished with the tender response to enable Transnet to evaluate / adjudicate on all tenders received on a fair basis.

Each Respondent is required to furnish proof of its BBBEE status (Certificate and Detailed Scorecard) and ensure that the documentation is valid at the date of Tender Submission as stipulated above to TRANSNET.

Failure to submit your BBBEE Certificate and Detailed Scorecard will result in a score of zero being allocated for BBBEE evaluation.

<p>Turnover: Indicate your company's most recent annual turnover:</p> <p>R.....</p>
--

- If annual turnover <R5m, please attach auditors / accounting officers letter confirming annual turnover and percentage black ownership as well as Black Women ownership
- If annual turnover >R5m please attach BBBEE certificate and detailed scorecard from an accredited rating agency.

The DTI has created an online **B-BBEE Registry** (<http://www.dti.gov.za>) in order to provide a central and standardized source of the B-BBEE status of all entities, and to facilitate the flow of this information amongst entities by providing a Unique Profile Number (UPN) per each listing. Existing and prospective suppliers are therefore urged to list their B-BBEE status on the DTI Registry. Hence, entities verified by DTI, will receive the following benefits:

- Their BBBEE status will be verified and confirmed by the DTI, before listing on the Registry
- Listing on the Registry will provide suppliers the option to market themselves on the DTI B-BBEE Opportunities Network. This is a search engine that is designed to help businesses find B-BBEE compliant entities who match specific requirements in terms of the nature of services/goods provided, region, B-BBEE status or other search criteria.



Transnet supports this DTI initiative and will use the DTI Registry to verify prospective and existing suppliers' BBBEE credentials.

Kindly provide Transnet with your DTI B-BBEE UNIQUE PROFILE NUMBER with all tender submissions.

DTI BBBEE UNIQUE PROFILE NUMBER:
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Failure to submit your BBBEE information in terms of the above-mentioned clauses will result in a score of zero being allocated for BBBEE evaluation.

13. COMMUNICATION

Respondents are warned that a response will be liable to disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer(s) or employee of TRANSNET in respect of this RFQ between the closing date and the date of the award of the business.

A respondent may, however, BEFORE THE CLOSING DATE AND TIME, direct any enquiries relating to the RFQ to the TRANSNET employee as indicated in (2) above, and may also at any time after the closing date of the RFQ, communicate with the Secretary of the TRANSNET Acquisition Council, at telephone no. 011 544 9486 or fax no. 011 774 9186 on any matter relating to its RFQ response.

14. RFQ SCHEDULE

Respondents will be contacted as soon as practicable with a status update. At this time short-listed Respondents may be asked to meet with Transnet representatives at a location to be agreed.

15. INSTRUCTIONS FOR COMPLETING THE RFQ

- (i) Sign one set of documents (sign and date the bottom of each page). This set will serve as the legal and binding copy. A duplicate set of documents is required. This second set can be a copy of the original signed Quotation.
- (ii) Both sets of documents to be submitted to the address specified above.
- (iii) The following returnable documents must accompany all Quotations:
 - Respondent's latest BBBEE Certificate;
 - Respondent's valid Tax Clearance Certificate.

16. COMPLIANCE

The successful Respondent (hereinafter referred to as the "Supplier") shall be in full and complete compliance with any and all applicable State and Local Laws and Regulations.

17. ADDITIONAL NOTES:

- All returnable documents as indicated in the Quotation Form (Section 3) must be returned with the response



- Respondents are to note that Quotations in which firm prices are quoted for the duration of any resulting contract may receive precedence over prices which are subject to adjustment
- Changes by the Respondent to its submission will not be considered after the closing date
- The person or persons signing the Quotation must be legally authorised by the Respondent to do so (Refer Section 4). A list of those person(s) authorised to negotiate on your behalf (if not the authorised signatories) must also be submitted along with the Quotation together with their contact details.
- All prices must be quoted in South African Rands
- Transnet reserves the right to undertake post-RFQ negotiations with selected Respondents or any number of short-listed Respondents and may wish to visit the Respondent's place of manufacture (works) during this process.
- All RFQ documents must be complete in full and no correction ink (Tippex) must be used.

NB: Unless otherwise expressly stated, all Quotations furnished pursuant to this Request shall be deemed to be offers. Any exceptions to this statement must be clearly and specifically indicated. TRANSNET reserves the right to reject any or all offers.

**FAILURE TO OBSERVE ANY OF THE ABOVE-MENTIONED REQUIREMENTS
MAY RESULT IN A QUOTATION BEING REJECTED**

18. DISCLAIMERS

Respondents are hereby advised that Transnet is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in response to it. In particular, please note that Transnet reserves the right to:

- modify the RFQ's Service(s) and request Respondents to re-bid on any changes
- reject any Quotation which does not conform to instructions and specifications which are detailed herein
- disqualify Quotations submitted after the stated submission deadline
- not necessarily accept the lowest priced Quotation
- reject all Quotations, if it so decides
- award a contract in connection with this Quotation at any time after the RFQ's closing date
- award only a portion of the proposed Services which are reflected in the scope of this RFQ
- split the award of the contract between more than one Supplier
- make no award of a contract



- preference will be given to locally based suppliers

Kindly note that Transnet will not reimburse any Respondent for any preparatory costs or other work performed in connection with this Quotation, whether or not the Respondent is awarded a contract.

19. LEGAL REVIEW

Any Quotation submitted by a Respondent is subject to review and negotiation of the proposed contract by Transnet's Legal Counsel.

Respondents to complete this section:

NAME OF RESPONDENT

PHYSICAL ADDRESS

.....

Respondent's contact person:

Name.....

Designation.....

Telephone.....

Cell Phone.....

Facsimile.....

Email.....

Website.....

Transnet urges its clients, suppliers and the general public to report any fraud or corruption on the part of Transnet's employees to
TIP-OFFS ANONYMOUS : 0800 003 056



SECTION 2

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

BACKGROUND, OVERVIEW AND SCOPE OF REQUIREMENTS

1. BACKGROUND

This tender covers the supply and delivery of Ration Packs in Vryheid, for a period of two (2) years, as decided by Transnet Freight Rail.

2. EXECUTIVE OVERVIEW

Most Transnet Operating Divisions currently procure their product and service requirements through a number of service providers. Our objective is to source all activity through a Preferred Supplier(s) capable of servicing all the Transnet freight rail business units in locations as indicated above.

Specifically, Transnet seeks to benefit from this partnership in the following ways:

- Transnet must receive reduced cost of acquisition and improved service benefits resulting from the Supplier's economies of scale and streamlined service processes.
- Transnet must achieve appropriate availability that meets user needs while reducing costs for both Transnet and the chosen Supplier(s).
- Transnet must receive proactive improvements from the Supplier with respect to supply of Goods and related processes.
- Transnet's overall competitive advantage must be strengthened by the chosen Supplier's leading edge technology and service delivery systems.
- Transnet end users must be able to rely on the chosen Supplier's personnel for service enquiries, recommendations and substitutions.

Respondent's Signature

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Date and Company Stamp



- Transnet must reduce costs by streamlining its acquisition of Goods, including managed service processes on a Group basis.

3. SCOPE OF REQUIREMENTS

- Transnet Freight Rail requires the supply and delivery of Ration Packs over a period of 24 months (2 Years).
- The successful supplier must be able to supply required items/goods on a as and when required basis.
- The quantities as reflected in the schedule of quantities are only estimated quantities and are given to prospective respondents as a guideline of what Transnet anticipates to use during a two year period.
- Transnet will not be bound in any way to purchase these quantities.
- The prices quoted are to be inclusive of VAT, and must include packaging material and delivery charges direct to various delivery points.
- Transnet may request small quantities of low value of a particular item at any time. Should you enforce minimum ordering quantities for any of these items, Transnet reserves the right to procure these items from a supplier who is prepared to sell the required quantities. Should the supplier charge more than the cost of your minimum ordering quantity, only then will Transnet procure the minimum ordering quantity
- When a patented article is used as a sample or when the name of a manufacturer or a certain trade mark or brand is quoted, it shall only be to indicate the type or quality of the article required and not to limit competition to that article. Preference may be given to brand product
- It is a requirement that the successful bidder be able to guarantee delivery in the area specified within 7 Days hours from receipt of any subsequent order. Delivery lead time will be a factor taken into account when awarding the business and tenderers offering extended delivery lead times may therefore be overlooked.
- **Packing** – Each ration pack is to be packed in a heat sealed plastic bag (30 Microns), with cardboard backing +/- 3mm thick. The ration pack must be labeled detailing the contents, the use –by date and indicating whether the menu is vegetarian/diabetic or normal.
- **Damage Foods** – All the products delivered are to be fresh and undamaged. Any dented or damaged goods will be returned. Tenders are to advise what means of credit will apply should there be any damaged goods received. Products will also be returned to the successful Tenderer if “the use by date” has expired. Expiry date to be 6 months in advance.

NOTE:

(Flavour’s – Juices and Biscuits)

Tenderers are to be advised what variety of juice flavours and biscuit fillings they can supply in respect of juices and biscuits.



Fruit Juices: _____

Biscuit Fillings: _____

4. GENERAL INFORMATION

The supplier shall be fully responsible to Transnet for the acts and omissions of persons directly or indirectly employed by them.

The supplier must provide the identified information requested and comply with the requirements stated in the .

5. AS AND WHEN CONTRACTS

Purchase orders will be placed on the successful Respondents from time to time as and when supplies are required.

Transnet reserves the right to place purchase orders until the last day of the contract for deliveries to be effected within the delivery period/lead time specified beyond the expiry date of the contract under the same terms and conditions as agreed upon.

The Respondents must indicate hereunder the combined manufacturing and delivery lead time for delivery of the Goods /products/material to end destination in the Republic of South Africa, calculated as from the 7th (seventh) day after the date of the relevant purchase order:

ITEM NUMBER	MANUFACTURING & DELIVERY LEAD TIME
.....	(weeks/months)
.....	
.....	
.....	
.....	

(i) Delivery requirements may be stipulated in purchase orders and scheduled deliveries may be called for. However, delivery periods and maximum monthly rates of delivery offered by the



Respondents will be used as guidelines in establishing lead times and monthly delivery requirements with the Supplier.

- (ii) Where scheduled deliveries are required, the delivery period(s) specified must be strictly complied with, unless otherwise requested by TRANSNET. Material supplied earlier than specified may not be paid for or may be returned with the Supplier being held liable for all expenses incurred, eg. railage charges, handling charges, etc., both ways.

If the delivery period(s) offered by the Respondents is/are subject to a maximum monthly production capacity, full particulars must be indicated hereunder:

ITEM NUMBER	MAXIMUM MONTHLY PRODUCTION CAPACITY
.....	(weeks/months)
.....	
.....	
.....	
.....	

(If there is insufficient space above to accommodate all the items concerned, a separate statement containing the details must be submitted).

The Respondents must state hereunder the annual holiday closedown period and whether this period has been included in the delivery lead time offered

.....

.....

The Respondent is to furnish the following information:

What action does the Respondent propose to take to ensure continuity of supply during non-working days or holidays and periods occupied in stocktaking or in effecting repairs to plant or in overhaul of plant which would ordinarily occur within the stated delivery period:

.....

.....



.....

6. MANUFACTURERS

The Respondents must state hereunder the actual manufacturer(s) of the Goods tendered for:

(i) LOCAL MANUFACTURER(S):

ITEM NO.	NAME	ADDRESS (IN FULL)
.....
.....

(ii) FOREIGN MANUFACTURER(S):

ITEM NO.	NAME	ADDRESS (IN FULL)
.....
.....

7. SUPPLIERS

The Respondents must state the actual name(s) and address/addresses of the suppliers of the Goods for inspection purposes only:

(i) LOCAL MANUFACTURER(S):

ITEM NO.	NAME	ADDRESS (IN FULL)
.....
.....
.....

(ii) FOREIGN MANUFACTURER(S):

 Respondent's Signature

 Date and Company Stamp



ITEM NO.	NAME	ADDRESS (IN FULL)
.....
.....
.....

8. IMPORTED CONTENT

The Respondents must state hereunder the value of the imported content as well as the country of origin in respect of each item tendered for:

ITEM NO.	PORTION OF THE PRICE	COUNTRY REPRESENTING THE IMPORTED CONTENT
.....
.....
.....
.....
.....
.....

Note: Where more than one country is applicable to one item, the Respondents must furnish this information separately.

9. NATIONAL RAILWAY SAFETY REGULATOR ACT

In compliance with the **National Railway Safety Regulator Act, 16 of 2002**, the successful Respondent (the “Supplier”) shall ensure that the Goods to be supplied to Transnet, under the terms and conditions of a contract between the parties, comply fully with the specifications as set forth in this , and shall thereby adhere to railway safety requirements and/or regulations. Permission for the engagement of a subcontractor by the Supplier, as applicable, both initially and during the course of a contract, shall be subject to a review of the capability of the proposed subcontractor to comply with the specified railway safety requirements and/or regulations. The Supplier and/or its subcontractor shall grant Transnet access, during the term of the contract, to review any safety-related activities, including the coordination of such activities across all parts of the organization.

 Respondent’s Signature

 Date and Company Stamp



Accepted:

YES	
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NO	
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10. SERVICE LEVELS

- Experienced national account representative/s to work with Transnet’s sourcing/procurement department (no sales representatives are needed for individual department/locations). Additionally, there shall be a minimal number of people, fully informed and accountable for this agreement.
- Transnet will have quarterly reviews with the Supplier’s account representative on an ongoing basis.
- Transnet reserves the right to request that any member of the Supplier’s team involved on the Transnet account be replaced if deemed not to be adding value for Transnet.
- Supplier guarantees that it will achieve a 95% service level on the following measures. If the Supplier does not achieve this level as an average over each quarter, Transnet will receive a 1.5% rebate on quarterly sales payable in the next quarter:
 - Pick perfect rate/quantity/specifications
 - On-time delivery
- Supplier must provide a toll-free number or alternative number for customer service calls.
- Supplier will pay all costs for returns (shipping, restocking, etc.) as long as materials are in resalable condition. Time limitation on returns will be 14 (fourteen) working days from date of delivery unless the product needs to be shipped back to original manufacturer either for repair or replacement, and then another future reasonable date shall be determined.
- Failure of the Supplier to comply with stated service level requirements will give Transnet the right to cancel the contract in whole, without penalty, giving 30 (thirty) days’ notice to the Supplier.

Accepted:

YES	
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NO	
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11. CONTINUOUS IMPROVEMENT INITIATIVES AND VALUE ADD

Respondents shall indicate whether they are committed to participate in the continuous improvement initiatives of Transnet to reduce the overall cost of transportation within South Africa during the duration of the contract.

Accepted:



.....

.....

.....

(ii) continuity of supply (refer clause 10.1(c) of Form US7):

.....

.....

.....

(iii) compliance with the Occupational Health and Safety Act, 85 of 1993 (refer clause 7.1(f) of Form US7)

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.....

.....

(iv) compliance with the National Railway Safety Regulator Act, 16 of 2002 (refer clause 12 above)

.....

.....

.....

Respondent's Signature

Date and Company Stamp

“PREVIEW COPY ONLY”



SECTION 3

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

QUOTATION FORM

I/We _____
(name of company, close corporation or partnership)

of (full address) _____

carrying on business under style or title of (trading as)

represented by _____
in my capacity as _____

being duly authorised thereto by a Resolution of the Board of Directors or Members or Certificate of Partners, as the case may be, dated _____ a certified copy of which is annexed hereto, hereby offer to supply the above-mentioned Goods at the prices quoted in the schedule of prices in accordance with the terms set forth in the accompanying letter(s) reference _____ and dated _____ (if any) and the documents listed in the accompanying schedule of documents.

I/We agree to be bound by those conditions in Transnet's:

- (i) Standard Terms and Conditions of Contract, Form No. US7 - Goods;
- (ii) General Tender Conditions, Form CSS5 – Goods; and
- (iii) any other standard or special conditions mentioned and/or embodied in the Request for Quotation form; and;-

Respondent's Signature

Date and Company Stamp



I/We accept that unless Transnet should otherwise decide and so inform me/us in the facsimile or letter of acceptance, this Quotation (and, if any, its covering letter and any subsequent exchange of correspondence), together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

Should Transnet decide that a formal contract should be signed and so inform me/us in the facsimile or letter of acceptance, this Quotation (and, if any, its covering letter and any subsequent exchange of correspondence) together with Transnet's letter of acceptance/intent, shall constitute a binding contract between Transnet and me/us until the formal contract is signed.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to enter into a formal contract if called upon to do so, or fail to commence the supply of Goods within 4 (four) weeks, Transnet may, without prejudice to any other legal remedy which it may have, recover from me/us any expense to which it may have been put in calling for Quotations afresh and/or having to accept any less favourable Quotation.

I/We accept that any contract resulting from this offer will be for a period of **24 months** only; and agree to a penalty clause to be negotiated with Transnet, which will allow Transnet to invoke a penalty (details to be negotiated) against us should the delivery of the Goods be delayed due to non-performance by us.

The law of the Republic of South Africa shall govern the contract created by the acceptance of this . The *domicillium citandi et executandi* shall be a place in the Republic of South Africa to be specified by the Respondent hereunder, at which all legal documents may be served on the Respondent who shall agree to submit to the jurisdiction of the courts of the Republic of South Africa. Foreign Respondents shall, therefore, state hereunder, the name of their accredited agent in the Republic of South Africa who is empowered to sign any contract which may have to be entered into in the event of their Quotation being accepted and to act on their behalf in all matters relating to the contract.

Respondent to indicate *domicillium citandi et executandi* hereunder:

NOTIFICATION OF AWARD OF

As soon as possible after approval to award the contract/s, the successful Respondent (the Supplier) will be informed of the acceptance of its Quotation. Unsuccessful Respondents will be advised in writing of the name of the successful Supplier and the reason as to why their Quotations have been unsuccessful, for example, in the category of price, delivery period, quality, BBBEE status or for any other reason.

VALIDITY PERIOD

Transnet desires a validity period of 4 (four) months (from closing date) against this. It should be noted that Respondents may offer an earlier validity period, but that their Quotations may be disregarded for that reason. Should Respondents be unable to comply with this validity period, an alternative validity period must be stated hereunder:

This is valid until _____ (State alternative validity period/date).

Respondent's Signature

Date and Company Stamp



PRICE BASIS

- i) The respondent must state hereunder whether the price(s) quoted, is/are firm for the duration of any resulting contract

YES / NO _____

If "NO" for what period are you prepared to hold the prices firm?

Prices must be firm for the first 12 months

- ii) Tenders where firm prices are quoted for the duration of any resulting order and/or contract will receive precedence over prices which are subject to adjustment.
- iii) If price (s) is/are subject to adjustment, such adjustment shall not be effective until accepted by Transnet Limited and in this connection the attention of the respondent is specially directed to clause 9 of the Standard Terms and Conditions of Contract, Form US7

TAX (VAT) REGISTRATION NUMBER

The Respondent must state hereunder the tax registration number which is applicable to Value-Added Tax:

TAX CLEARANCE CERTIFICATE

Respondents are required to forward a valid copy of their company's Tax Clearance Certificate with their Quotation.

Indicate tax clearance certificate expiry date: _____

BANKING DETAILS

BANK: _____

BRANCH NAME / CODE: _____

ACCOUNT HOLDER: _____

ACCOUNT NUMBER: _____



NAME(S) AND ADDRESS / ADDRESSES OF DIRECTOR(S) OR MEMBER(S)

The Respondent must disclose hereunder the full name(s) and address(s) of the director(s) or members of the company or close corporation (C.C.) on whose behalf the is submitted.

- (i) Registration number of company / C.C.
- (ii) Registered name of company / C.C.
- (iii) Full name(s) of director/member(s) Address/Addresses ID Number/s

.....
.....
.....
.....
.....

REGISTRATION CERTIFICATE

Respondents must submit a certified copy of their company’s Registration Certificate with their Quotation.

NAME AND ADDRESS OF ACCREDITED AGENT

Provide hereunder, if applicable, details of the accredited agent in the Republic of South Africa appointed as local representative by foreign Respondents and whose address shall be regarded as the Respondent’s domicilium citandi et executandi in terms of the Standard Terms and Conditions of Contract, US7 – Goods.

Name
Address

CONFIDENTIALITY

All information related to a subsequent contract, both during and after completion, is to be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the Goods, which is either directly or indirectly related to Transnet’s business, written approval to divulge such information will have to be obtained from Transnet.



DISCLOSURE OF PRICES TENDERED

Respondents must indicate here **whether Transnet may disclose** their tendered prices and conditions to other Respondents:

YES	
-----	--

NO	
----	--

DECLARATION

Respondents to declare hereunder whether any family and/or direct relationship exists between any of the owners / members / directors / partners / shareholders (unlisted companies) of the responding company and any employee or board member of the Transnet Group:

YES	
-----	--

NO	
----	--

If YES, please indicate below:

FULL NAME OF OWNER/MEMBER/DIRECTOR/
PARTNER/SHAREHOLDER

ADDRESS

Indicate nature of relationship (if any):

(Failure to furnish complete and accurate information in this regard may lead to the disqualification of a response and may preclude a Respondent from future business with Transnet)

Respondent's Signature

Date and Company Stamp



RETURNABLE DOCUMENTS

Respondents are required to submit the following returnable documents with their responses (see tick):

Notice to Bidders – Section 1	√
Background overview – Section 2	√
Quotation Form – Section 3	√
Resolution of Board of Directors (Respondent’s Representative) - Section 4	√
Certificate of Acquaintance with Documents – Section 5	√
Pricing and delivery schedule- Section 6	√
General Tender Conditions - Form CSS5 – Section 7	√
Conditions of Contract - Form US7 – Section 8	√
Suppliers code of Conduct – Section 9	√
Non Disclosure agreement – Section 10	√
Supplier Declaration form – Section 11	√
Copy of cancelled cheque or letter from the bank verifying banking details (with bank stamp)	√
Certified Copy of Identity document of Shareholders/Directors/Members (where applicable)	√
Certified Copy of Certificate of Incorporation and CM29/ and C/CK2 (if CC)	√
Certified Copy of Share Certificates of Shareholders, CK1	√
A Letter with the company’s letterhead confirming physical and postal addresses	√
Original or certified copy of SARS Tax Clearance Certificate and VAT registration certificate	√
A Signed letter from the Auditor/Accountant confirming most recent annual turnover and percentage black ownership in the company AND/OR BBBEE certificate and detailed scorecard from an accredited rating agency (ABVA Member)	√
Audited Financial statement for previous year	√

NOTE: Sections 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 11, as indicated in the footer of each page, must be signed and dated by the Respondent.

 Respondent’s Signature

 Date and Company Stamp



By signing the documents, the Respondent is deemed to acknowledge that he / she has made himself / herself thoroughly familiar with all the conditions governing this , including those contained in any printed form stated to form part hereof and Transnet Limited will recognise no claim for relief based on an allegation that the Respondent overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or otherwise.

SIGNED at _____ on this _____ day of _____ 2012.

SIGNATURE OF WITNESSES:

ADDRESS OF WITNESSES:

1 _____ 1 _____

2 _____ 2 _____

SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE:

NAME _____

DESIGNATION _____

Respondent's Signature

Date and Company Stamp



SECTION 5

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

CERTIFICATE OF ACQUAINTANCE WITH DOCUMENTS

NAME OF COMPANY: _____

I/We _____ do

hereby certify that I/we acquainted myself/ourselves with all the documentation comprising this and all conditions contained therein, as laid down by Transnet Limited for the carrying out of the proposed supply/service/works for which I/we submitted my/our response.

I/We furthermore agree that Transnet Limited shall recognize no claim from me/us for relief based on an allegation that I/we overlooked any /contract condition or failed to take it into account for the purpose of calculating my/our offered prices or otherwise.

SIGNED at _____ on this _____ day of _____ 2012

WITNESS : _____

SIGNATURE OF RESPONDENT

Respondent's Signature

Date and Company Stamp



SECTION 6

RFQ NUMBER ERACSG398 - 8283

FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)

PRICING AND DELIVERY SCHEDULE

(1.)	RATION PACKS - A	TENDERER(S) ARE TO ADVISE THE BRAND NAME OF THE PRODUCT THEY ARE OFFERING
	Estimated Qty Per Month (1000)	
a.	Corned Beef (190 gram tin) BULL BRAND / PRIMA
b.	Baked Beans (215 gram tin) KOO
c.	Fruit Cocktail (225 gram tin) KOO
d.	Fruit Juice (250 ml) LIQUIFRUIT
e.	Biscuits (75 gram) with filling in between
(A)	Delivered Price PER PACK (Including VAT)	R..... (Year 1)
		R..... (Year 2)
	Delivery Period



Estimated Qty Per Month ()

(2.) RATION PACKS - B

- a. Meat Balls (190 gram tin) BULL BRAND/PRIMA
- b. Sweet Corn (215 gram tin) KOO
- c. Fruit Cocktail (225 gram tin) KOO
- d. Fruit Juice (250 ml) LIQUI FRUIT
- e. Biscuits (75 gram) with filling in between

(B) Delivered Price PER PACK (Including VAT) R..... (Year 1)

R..... (Year 2)

Delivery Period

Estimated Qty Per Month ()

(3.) RATION PACKS - C

- a. Vienna (190 gram tin) BULL BRAND/PRIMA
- b. Spaghetti (215 gram tin) KOO
- c. Fruit Cocktail (225 gram tin) KOO
- d. Fruit Juice (250 ml) LIQUI FRUIT
- e. Biscuits (75 gram) with filling in between

(C) Delivered Price PER PACK (Including VAT) R..... (Year 1)

R..... (Year 2)

Delivery Period



Estimated Qty Per Month ()

(4.) RATION PACKS - D

- a. Spaghetti (215 gram tin) KOO
- b. Baked Beans (215 gram tin) KOO
- c. Fruit Cocktail (225 gram tin) KOO
- d. Fruit Juice (250 ml) LIQUI FRUIT
- e. Biscuits (75 gram) with filling in between

(D) Delivered Price PER PACK (Including VAT) R..... (Year 1)

R..... (Year 2)

Delivery Period

Estimated Qty Per Month (30)

(5.) RATION PACKS - E

- a. Spaghetti (215 gram tin) KOO
- b. Sweet Corn (215 gram tin) KOO
- c. Fruit Cocktail (225 gram tin) KOO
- d. Fruit Juice (250 ml) LIQUI FRUIT
- e. Biscuits (75 gram) with filling in between

(E) Delivered Price PER PACK (Including VAT) R..... (Year 1)

R..... (Year 2)

Delivery Period



Estimated Qty Per Month (30)

(6.) RATION PACKS (DIABETIC) - F

- a. Corned Beef (190 gram tin) Bull Brand / Prima
- b. Whole Corn (215 gram tin) KOO
- c. **Sugar Free** Fruit Juice (250 ml) LIQUI FRUIT
- d. **Sugar Free** Biscuits (75 gram) with filling in between (Weigh – Less)

(E) Delivered Price PER PACK (Including VAT) R..... (Year 1)
R..... (Year 2)

Delivery Period

Estimated Qty Per Month (1000)

(7.) RATION PACKS - G

- a. Tinned fish (215 gram tin) Lucky Star (No Chilli)
- b. Baked Beans (215 gram tin) KOO
- c. Fruit Juice (250 ml) LIQUI FRUIT
- d. Biscuits (75 gram) with filling in between

(G) Delivered Price PER PACK (Including VAT) R..... (Year 1)
R..... (Year 2)

Delivery Period

SPECIAL CONDITIONS

- Brands quoted** on must be inserted next to the descriptions.



SECTION 7

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

GENERAL TENDER CONDITIONS - GOODS

Refer Form CSS5 attached hereto

Respondent's Signature

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Date and Company Stamp



SECTION 8

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

STANDARD TERMS AND CONDITIONS OF CONTRACT

FOR THE SUPPLY OF GOODS TO TRANSNET

Clause 24 of the General Tender Conditions (Section 7) which reads as follows:

"The Supplier shall adhere to the Standard Terms and Conditions of Contract as set out in Form US7 – Goods, a copy of which is attached hereto.

Should the Respondent find any conditions unacceptable, it should indicate which conditions are unacceptable and offer an alternative. Please note that any alternative offered shall be compared with acceptance of the Form US7 conditions or alternatives offered by other Respondents, except penalties for late deliveries, the exclusion of which may disqualify the , save where indicated otherwise by Transnet."

Respondent's Signature

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Date and Company Stamp



SECTION 9

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

SUPPLIER CODE OF CONDUCT

Refer form attached hereto

Respondent's Signature

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Date and Company Stamp



SECTION 10

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

NON DISCLOSURE AGREEMENT

Refer form attached hereto

Respondent's Signature

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Date and Company Stamp



SECTION 11

RFQ NUMBER ERACSG398 - 8283

**FOR THE SUPPLY AND DELIVERY OF RATION PACKS AT VRYHEID
FOR A PERIOD OF 24 MONTHS (2 YEAR'S)**

SUPPLIER DECLARATION FORM

Refer form attached hereto

Respondent's Signature

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Date and Company Stamp